

**MURRAY CITY  
COMMERCIAL PLAN SUBMITTAL REQUIREMENTS  
BUILDINGS LESS THAN 5,000 SQ.FT.**

Name of Applicant: \_\_\_\_\_

Building Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Permit Application No.: \_\_\_\_\_

In order to expedite your plan review, please check your plans and application to be sure the following information has been included. **When each of the following items have been checked by you, sign the bottom of the form and have the Building Department verify that all required information is included.** Submit this form with your application, deposit, 3 sets of plans, and associated documents for Building Department review.

**NOTE:** APPLICATIONS FOR BUILDING PERMITS CANNOT BE ACCEPTED FOR PLAN REVIEW UNTIL THE SUBMITTAL IS COMPLETE.

*The Building Department accepts all major credit cards, up to a maximum amount of \$4,500.*

**COMMUNITY DEVELOPMENT ACCEPTANCE FOR REVIEW**

- \_\_\_ Project must have Planning Commission approval or be scheduled for final approval on the next available Planning Commission agenda

**PROJECT COMPLETION DEPOSIT**

- \_\_\_ Project completion deposit of \$1,000.00 (refunded after certificate of occupancy)

**Plan Review Deposit for Multi Family and Commercial** (will be credited toward permit fee)

- \_\_\_ 0 to 4,999 Square feet----- \$1,000.00  
 \_\_\_ 5000, to 9,999 square Feet-----\$2,000.00  
 \_\_\_ 10,000 square feet and larger-----\$3,500.00

**Plan review deposits are to be paid upon application for a building permit.**

**THE BUILDING PERMIT APPLICATION**

- \_\_\_ Architects and engineer's name and phone number  
 \_\_\_ Contractors name, phone number, address, and contractor's state license numbers for:  
    \_\_\_ General contractor  
    \_\_\_ Electrical contractor  
    \_\_\_ Plumbing contractor  
    \_\_\_ Mechanical contractor  
 \_\_\_ Signature of owner, contractor, or authorized agent with date signed

**SITE PLANS (3 copies)**

- \_\_\_ Detailed site plan indicating all setbacks, parking, buffer walls, and all Planning Commission conditions
- \_\_\_ Storm drainage plan (include stamped engineers calculations for on-site detention, retention and total site impervious area)
- \_\_\_ Site utility plan with: sewer and water line sizes, water meter size, fire line, and fire hydrant locations
- \_\_\_ Formal landscape and irrigation plans

**BUILDING PLANS (3 copies)**

- \_\_\_ Utah State registered architects and structural engineers stamps, signature, and dates should be on pages for which each design professional is responsible and a wet stamp is required on at least the cover or title sheets
- \_\_\_ Code analysis 2015 IBC
  - \_\_\_ Area of building
  - \_\_\_ Height and number of stories
  - \_\_\_ Type of construction
  - \_\_\_ Whether building is fire sprinklered/fire alarms as required
  - \_\_\_ Occupancy group
  - \_\_\_ Occupant load
- \_\_\_ Floor plans clearly indicating specific uses of all areas (1/8" scale or larger)
- \_\_\_ Location of occupancy fire separation walls
- \_\_\_ Elevations
- \_\_\_ Door and hardware schedules
- \_\_\_ Window schedule
- \_\_\_ Room finish schedule
- \_\_\_ Stair details for all interior and exterior stairs
- \_\_\_ Handrail and guardrail details
- \_\_\_ Wall sections completely labeled and detailed
- \_\_\_ Structural drawings
  - \_\_\_ Footing and foundation plan
  - \_\_\_ Wall construction
  - \_\_\_ Floor framing plans
  - \_\_\_ Roof framing plans
  - \_\_\_ Details including how diaphragm connections transfer shears to vertical shear resisting elements
- \_\_\_ Disabled access provisions including details for ramps, bathrooms, maneuvering clearances, etc.
- \_\_\_ Special inspection requirements

**ELECTRICAL PLANS (3 copies)**

- \_\_\_ Electrical engineer stamp, signature and date for complex designs & restaurants
- \_\_\_ Single line diagram of building service
- \_\_\_ Lighting and power plans
- \_\_\_ Electrical panel schedules

**MECHANICAL PLANS (3 copies)**

- \_\_\_ Mechanical engineer stamp, signature and date for complex designs & restaurants
- \_\_\_ Plumbing fixture locations and riser diagrams
- \_\_\_ Mechanical plans including smoke and fire damper locations
- \_\_\_ Mechanical equipment schedules and efficiency ratings/sizing form see attached

**STRUCTURAL CALCULATIONS (2 copies)**

- \_\_\_ Engineer stamp, date, and signature
- \_\_\_ Design criteria
- \_\_\_ 2015 Edition International Building Code
- \_\_\_ Wind loads per IBC 1609
- \_\_\_ Seismic Design Category E (Use Group III-Category F) or per soils report
- \_\_\_ 43 psf ground snow load (=30 psf roof) use ASCE 7, Section 7.7 for drifting
- \_\_\_ Soils report.
- \_\_\_ Complete lateral analysis

**Material Specifications (CD)**

- \_\_\_ Specifications

**MATERIAL SAFETY DATA SHEETS (CD)**

- \_\_\_ MSDS for any flammable and combustible liquids and/or hazardous materials including maximum amounts to be on site

**BUILDING ENERGY ANALYSIS (1 copy)**

- \_\_\_ Energy analysis and Murray City Certification indicating compliance with 2015 IECC ANSI/ASHRAE/IESNA 90.1- with copy of printout (COMcheck-EZ is acceptable)

**ELEVATION CERTIFICATE (FOR STRUCTURES IN FLOOD HAZARD AREAS)**

- \_\_\_ Elevation certificate. Questions contact Trae Stokes at 801-270-2401

**SPECIAL INSPECTION AND TESTING AGREEMENT**

- \_\_\_ Special Inspection and Testing Agreement (forms available from Building Inspection Division) or online at [www.murray.utah.gov](http://www.murray.utah.gov)

*NOTE: Additional information may be requested as the city proceeds with the plan review.*

**My signature below indicates I have carefully reviewed the submitted plans and verified that all of the items above have been included. I understand that failure to provide any needed information at this time will delay the processing of my permit.**

\*

\_\_\_\_\_  
Applicants Signature Date

\*

\_\_\_\_\_  
Building Inspection

\_\_\_\_\_  
Date

**Murray City**

**ENERGY CODE CERTIFICATION**

Project Identification:

Project Name: \_\_\_\_\_ Application No.: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Owner: \_\_\_\_\_

Project Certification:

I, the undersigned registered engineer or architect, hereby certify that the information set forth in the document and supporting energy calculations are accurate and complete. The project described herein complies with the minimum requirements of the 2015 IECC and ANSI/ASHRAE/IESNA Standard 90.1-2013 Energy Standard for Buildings except Low-Rise Residential Buildings. The energy code requirements have been incorporated into details and schedules appearing on drawings submitted with the building permit application.

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Title: \_\_\_\_\_

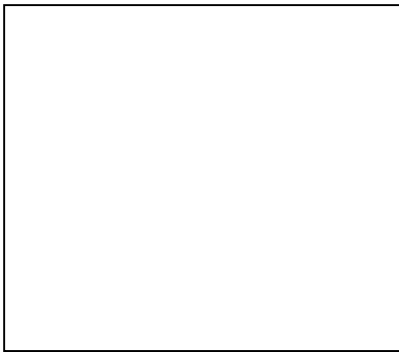
Address: \_\_\_\_\_

License Type: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Date: \_\_\_\_\_

ZIP: \_\_\_\_\_



Seal

\_\_\_\_\_  
Signature